



Arizona Department of Education
Research and Evaluation
1535 West Jefferson, Mail Bin 16, Phoenix, Arizona 85007

MEMORANDUM

TO: District and School Administrators

FROM: Research and Evaluation

DATE: March 25, 2005

SUBJECT: Year End Enrollment and Graduation Rate Training
(REF: RE05003-E)

The Arizona Department of Education will be conducting a series of training workshops relating to the collection of data required by the ADE for calculation of Achievement Profiles. The full sessions are scheduled to last approximately 3 hours and will include, but are not limited to, the following main topics:

- **Brief Overview of Data Verification for Accountability**
 - Tentative dates
 - Explanation of intent of verification
 - Open forum for discussion and feedback
- **Dropout and graduation rates in AZ LEARNS**
 - Explanation of how dropout and graduation rates are used in the calculation of a high school Achievement Profile
- **Graduation Rate Study**
 - Submission dates and deadlines
 - Grad rate methodology
 - Codes and descriptions
 - Submission process
 - Graduation rate calculation
- **Year End Enrollment**
 - Submission dates and deadlines
 - Codes and descriptions
 - Submission process
 - Dropout rate calculation

AZLEARNS and AYP data verification overview and the Year End Enrollment portions of the training will be conducted during the first part of the session, as they offer important information for all schools. Graduation Rate training only applies to high schools and, for your convenience, will follow the Year End Enrollment presentation. Please distribute this schedule to all relevant parties.

Registration Information

To register, please visit the online registration application located at:

<http://www.ade.az.gov/online/registration/calendar/RenderCalendar.asp>

Questions, Concerns or Cancellations

If you have any questions, comments or concerns about the workshops, their times, dates, locations or content, or if you have to cancel a registration, please send an email to:

akadije@ade.az.gov

You can find further information and resources regarding Year End Enrollment and the Graduation Rate located on our website:

<http://www.ade.az.gov/>

Document	Link
ADE	http://www.ade.az.gov/
Data Transaction Code Values	www.ade.az.gov/Sais/codevalues/DataTransactionCodeValues.pdf
Drop Out Rate Study Report	http://www.ade.az.gov/researchpolicy/DropoutInfo/Complete_2003-2004_Dropout_Report.pdf
Graduation Rate Code Description	http://www.ade.az.gov/researchpolicy/gradrate/GradRateCodesDescription.pdf
Graduation Rate Study	http://www.ade.az.gov/researchpolicy/gradrate/
Graduation Rate Study Manual	http://www.ade.az.gov/researchpolicy/gradrate/GradRateUserManual.pdf
Year End Enrollment	http://www.ade.az.gov/researchpolicy/yearend/

Attached, please find a list of workshop dates, times and locations.

Date	Location	Session Time	Site	Address	Notes
April 6, 2005	Peoria	9:00A–12:00P	Peoria Administration Center Training Room 1	6330 W Thunderbird Rd Peoria 85306	
April 7, 2005	Phoenix	9:00A–12:00P	ASU Downtown	502 E Monroe St Phoenix 85004	
April 8, 2005	Tempe	9:00A–12:00P	Tempe Union High School District Boardroom	500 W Guadalupe Rd Tempe 85283	
April 14, 2005	Holbrook	9:00A–12:00P	Navajo County Board of Supervisors' Chambers	100 E Carter Rd Holbrook 86025	
April 15, 2005	Flagstaff	9:00A–12:00P	Sinagua High School Auditorium	3950 E Butler Ave Flagstaff 86004	
April 20, 2005	Bullhead City	9:00A–12:00P	Bullhead City Jr High School Professional Development Center	1062 Hancock Rd Bullhead City 86442	
April 22, 2005	San Luis	9:00A–12:00P	Southwest Jr High School Library	963 N 8 th Ave San Luis 85349	
April 26, 2005	San Simon	9:00A–12:00P	Southeast Regional Training Center San Simon High School Computer Lab	2226 W Business I-10 (Exit 378) San Simon 85632	
April 27, 2005	Sierra Vista	9:00A–12:00P	Sierra Vista Unified School District Board Room	3555 E Fry Blvd Sierra Vista 85635	
April 28, 2005	Tucson	9:00A–12:00P	Tucson Unified District Office Board Room	1010 E 10th St Tucson 85719	
April 29, 2005	Tucson	9:00A–12:00P	Tucson Unified District Office Board Room	1010 E 10th St Tucson 85719	